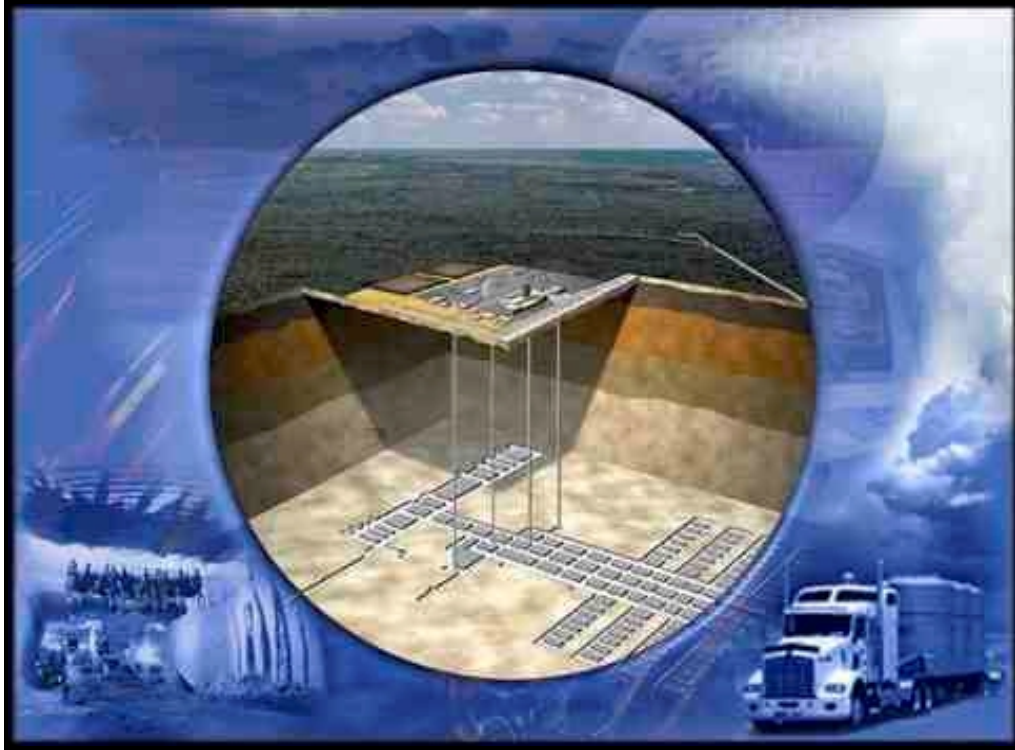


Waste Isolation Pilot Plant

# WIPP

*...a critical step toward solving the nuclear waste disposal problem.*



**T**he **General Safety Rules for Contractors and their Sub-Contractors** addressed in this booklet are condensed from general safety and health requirements found in federal regulations and the WIPP safety and health requirements. Keep these rules available at all times for a ready reference concerning basic safety requirements. These requirements are not intended to be all-inclusive concerning safety rules. The requirements of these safety rules do not change the intent or content of the General Provisions of the subcontract. Subcontractors and their employees who do not understand the abbreviated safety rules or have questions concerning safety issues not addressed should contact their Westinghouse Representative or WIPP Industrial Safety.

## INTRODUCTION

The rules and requirements contained in this booklet are for the guidance of contractors doing work under contract with Westinghouse Electric Company (WEC) and/or its subsidiary companies at the Waste Isolation Pilot Plant (WIPP).

To assist the contractor in following these instructions, a WEC Representative, will be assigned to act as WIPP's agent in matters concerning work activities under WEC control. Under no circumstances will work be started until the company representative has been contacted and pre-job requirements are met.

The Contractor, working with the WEC representative, is expected to establish any additional rules and procedures necessary to conducting a safe operation. The contractor will comply with the more stringent WIPP contract requirements, and those of our customer, the Department of Energy (DOE). In particular, the applicable requirements of 29CFR 1910 and 1926, 30 CFR, and the WIPP Safety Manual, will be observed. The WIPP Safety Manual consists of three documents; the WIPP Industrial Safety Program, Industrial Hygiene Program, and the Fire Protection Program.

The term "contractor", will be understood to include any persons, sole proprietorships, partnerships, corporations, or other business ventures under contract, oral or written, to the WEC.

The contractor is responsible for informing its subcontractors of these requirements, and for ensuring they are followed. The WIPP may request the contractor to provide proof of its subcontractor's adherence to all rules and regulations. Violations of the rules and regulations can result in discharge from WIPP property or job sites.

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## **1.0 GENERAL SAFETY REQUIREMENTS**

### **1.1 DAVIS-BACON CONTRACTORS**

Contractors performing construction work at the WIPP facilities will submit a safety plan and a Job Hazard Analysis (JHA) for the work to be done. The safety plan shall include the company's safety policy, program responsibilities, accident history and general accident prevention planning. These will include inspection procedures, emergency plans, fire protection plans, and medical safety training as required by the General Provisions of the contract.

The JHA will include a step-by-step breakdown of the work to be performed. It will cover all aspects of the job, including hazards that may be encountered, and control methods to ensure work is completed in a safe and healthful manner. The JHA will be amended and approved prior to any change in the work scope. The JHA will meet the requirements established by the National Safety Council or Mine Safety Health Administration (MSHA). Any work activity or job step that is not addressed in the approved JHA will not be permitted.

### **1.2 MAINTENANCE SUBCONTRACTORS AND CONSULTANTS (Non Davis-Bacon)**

Unless specifically exempted by WIPP Industrial Safety & Hygiene (IS&H), the subcontractor will submit a JHA when the work scope includes physically hazardous work such as hands-on mechanical/electrical installation/repair work or use of chemicals.

### **1.3 DRILLING CONTRACTORS**

Contractors performing drilling operations within the WIPP boundaries are subject to the same requirements as Davis-Bacon contractors and to compliance with the American Petroleum Institute (API) RP 54 Recommended Practices for Occupational Safety for Oil and Gas Well Drilling and Servicing Operations.

### **1.4 SHAFT AND MINING ACTIVITIES**

Contractors working within the DOE exclusive use area and in the shafts or mine must complete training and qualification requirements according to MSHA 30CFR 48 regulations and applicable Occupational Safety and Health Administration (OSHA) regulations.

### **1.5 ACCIDENT REPORTING**

Accidents (personnel injuries, property damage, and near misses) will be reported immediately to the Central Monitoring Room (CMR) at Extension 8125 or 8111. Treatment of injuries will be provided by WIPP Health Services. Once

emergency conditions no longer exist, the contractor will notify the WEC Representative. WP Form 1462, Injury/Illness Report will be completed and forwarded to Health Services and Industrial Safety and Hygiene (IS&H).

## 1.6 CONTROL OF THERMAL ENVIRONMENTS

The contractor will follow the American Conference of Governmental Industrial Hygienists (ACGIH) TLV's for control of employees exposure to thermal environments (heat or cold). WIPP IS&H can assess thermal conditions upon request.

*Reference: WP 12IH-02, Industrial Hygiene Program*

## 1.7 APPROVALS

The contractor will be required to obtain work permits or authorizations and approvals from the WEC Representative before:

- Working on existing utilities or equipment
- Entering confined spaces
- Entering any designated high-hazard areas
- Using torches, electrodes, forges, soldering irons.
- Blocking walkways, roads, or restricting traffic
- Starting excavations
- Sandblasting, spray painting, or guniting
- Storing flammable material, such as gasoline, oil, paints, oxygen cylinders, etc.
- Walking or working on roofs, buildings, or equipment
- Drilling, boring, preparing test pits, or using geophysical equipment requiring penetration of surfaces
- Operating cranes or similar equipment near overhead power lines or pipelines
- Opening or cutting through fire walls or beams
- Fueling or repairing contractor equipment on the WIPP property or job sites

- Using lockout/tagout for hazardous energy
- Operating owned/leased heavy equipment on site
- Bringing hazardous chemicals or materials on site

## 1.8 SAFETY MEETINGS

Safety meetings will be conducted weekly and before the beginning of each work activity. The safety meeting will include the applicable sections of the JHA and work instructions. The contractor shall document that each employee participating in the work activity attends the safety meeting and topics discussed.

## 1.9 STOP WORK

Any WIPP employee, any contracted personnel, or any person employed by any company under contract to WIPP is authorized to stop work that may be considered hazardous to personnel, equipment, or environment.

*Reference: MP 1.2, Work Suspension and Stop Work Direction  
MP 1.28, Integrated Management Safety Policy  
MP 1.12, Worker Protection  
WP12 IS.01, Industrial Safety Program  
WP12 IH.01, Industrial Hygiene Program  
WP12 FP.01, Fire Protection Program*

## 1.10 WARNING SIGNS

- All posted warning, safety, or security signs and barriers will be observed.
- Contractors will provide barriers, barricades, etc., wherever such protection is needed. Warning signs will be conspicuously posted at each barricade indicating the hazard and the name of the responsible person.
- Where signs and barricades do not provide adequate protection, particularly along a road, flagmen will be used.

*Reference: 29 CFR 1926, Subpart G – Signs, Signals, and Barricades  
29 CFR 1010.144 through 1910.145, Safety Color Code and  
Accident Prevention Signs*

## 1.11 HOUSEKEEPING

Materials and equipment should not block:

- Aisles or doors

- Self-contained breathing apparatuses
- Fire extinguishers
- Fire hydrants and PI Valves
- 1<sup>st</sup> Aid Equipment
- Emergency eyewash fountains and showers
- Ladders and stairways
- Electrical breaker panels

Outside lay-down areas will be established through coordination with the WID Representative. All material storage areas will be kept clean and neat at all times.

Any spill of a hazardous material (as listed by the EPA) must be reported to the WID Representative and called into the CMR at Extension 8111.

Nails protruding from boards/pallets must be removed.

Work areas will be kept clear of forms, scrap lumber, and other debris. Containers will be provided for the collection and separation of refuse by type.

Containers of flammable, combustible, and hazardous material will be labeled to identify contents and covered when not in use.

At the end of each work day, the contractor will provide pick-up of debris.

*Reference: 29 CFR, Subpart C, 1926.25 – Housekeeping*

## **1.12 SAFETY INSPECTION**

The contractor shall provide frequent and regular safety inspections of the work sites, materials, equipment, by a competent employee. Detailed written inspection records shall be maintained and available for review by the WEC Representative.

## **1.13 EMERGENCY EQUIPMENT**

The WIPP fire protection equipment is not to be moved or otherwise rendered inaccessible or inoperable unless specific permission is granted by the WEC Representative and FPE.



Self-contained breathing apparatus, first aid equipment, fire blankets, stretchers, eyewash stations, and showers are not to be removed or blocked without the express permission of the WEC Representative and IS&H.

*Reference: NFPA-25  
WP12-FP.01, Fire Protection Programs*

#### **1.14 PERSONAL PROTECTIVE EQUIPMENT (PPE) AND CLOTHING**

The type of protective equipment required will be determined by the type of exposure. When in doubt of the proper PPE to be used, the contractor will contact the IS&H. The contractor is responsible for assuring that the appropriate PPE is used and employees trained in its use.

**Personal protective equipment will be used as defined by the contractor's approved JHA or work instructions.**

*Reference: 29 CFR, Subpart C 1926.28 and Subpart E 1926.95 through 1926.107 – Personal Protective Equipment*

## 2.0 FIRE PREVENTION

### 2.1 GENERAL

In any emergency, it is not necessary to wait for the WEC Representative. The WIPP Emergency Services Personnel are authorized to act directly with the contractor's personnel.

The contractor performing work at the WIPP facility shall practice fire safety at all times. The fire protection needs will be assessed in the contractor's JHA.

IS&H Personnel will inspect the contractor fire extinguishers prior to commencement of work.

Clear access will be maintained to fire extinguishers, hydrants, and PI valves.

Smoking is prohibited at or near operations that are fire hazards, and the areas will be conspicuously posted with "**DANGER – NO SMOKING OR OPEN FLAME**" signs.

Approved safety cans will be used when handling and using flammable liquids.

Flammable materials are not to be stored with combustibles.

Proper labeling is required on all containers.

The burning of material is prohibited.

Any disabling of a Fire Protection System or Equipment will require authorization and/or impairment tag.

*Reference: NFPA-1, 29 CFR 1926, Subpart F , Fire Protection and Prevention  
NFPA-241 CFR 29, Subpart I, 1910, Personal Protective Equipment*

### 2.2 CUTTING OR WELDING

A Hot Work Permit must be obtained from the WEC IS&H for any welding, cutting, or other "hot work", and returned to the WEC Representative before the start of the job.

Noncombustible or fire retardant shields or screens must be used to protect employees from exposure to welding arcs. When welding blankets are required for the deflection of hot slag, they will be in good condition, and designed and listed for the intended use.

The fire watch must be trained before they are allowed to perform the task of fire watch. A fire watch is required for all cutting and welding operations.

- Contractor personnel are responsible for maintaining a trained fire watch. The contractor must insure that adjacent combustible materials are protected or removed.
- A readily available portable fire extinguisher shall be required when performing any hot work. Contractors may request to obtain an approved portable fire extinguisher from the WIPP IS&H.
- All welding and cutting apparatus, equipment, and operations shall be in accordance with the current standards set forth in ANSI Z49.1.
- Metal arc welding:
  - With electrodes up to 5/32 require a minimum of #10 shaded lens
  - 3/16 to 1/4 require a minimum of #12 shaded lens.
  - Over 1/4 require a minimum of #14 shaded lens.

*Reference: NFPA-241, NFPA-1  
29 CFR 1926, Subpart J – Welding and Cutting*

## **2.3 SMOKING**

Smoking is strictly prohibited in all site buildings and in areas where flammable liquids and gasses are stored, handled, or processed. Obey “No Smoking” signs.

## **3.0 VEHICLE SAFETY**

### **3.1 GENERAL VEHICLE SAFETY**

Vehicles within the parking lot and perimeter fence must observe a maximum speed limit of 10 mph, unless otherwise posted, and directional arrows.

All vehicles must be parked in authorized areas only.

Vehicles will only be operated by personnel with a valid driver's license.

Vehicles will have all required inspection and operating permits.

Seat belts, if provided by the manufacturer, will be used on all mobile equipment except construction equipment without overhead protection.

Vehicles will not block exits, walkways, fire hydrants, fire lanes, or fire-fighting apparatus.

Audible warnings shall be sounded prior to starting or moving equipment.

Personnel will not ride in the rear of trucks unless designed for passengers. Riding on side rails or tailgates is prohibited.

All vehicles will yield immediate right-of-way to emergency vehicles displaying energized warning lights or sirens.

Vehicle parking outside the secured fenced area is restricted to the west parking lot.

Vehicle parking at the Maintenance Shop is restricted to maintenance vehicles and vehicles awaiting/under repair.

Vehicle parking within the main gate vehicle trap is restricted to security vehicles.

Construction equipment will not be left running without the operator at the controls.

Parking of vehicles in other than designated parking areas will be allowed only for pick-up and delivery purposes.

All vehicles will be chocked and parking brake set (if provided) when left unattended.

Equipment shall be inspected by the operator before being placed into operation and any defect that affects safe operation shall be corrected before use.

*Reference: 29 CFR 1926, Subpart O, Motor Vehicles and Equipment  
30 CFR*

## 4.0 SAFE WORK PRACTICES

### 4.1 COMPRESSED AIR AND GAS CYLINDERS

Valve protection caps will be in place when compressed gas cylinders are transported, moved, or stored.

Cylinder valves will be closed when work is finished, and when cylinders are empty or moved.

Compressed cylinders will be secured (roped or chained) in an upright position at all times, unless cylinders are being moved.

Gas regulators will be in proper working order and designed for the specific gas(es). Regulators will be removed before gas cylinders are relocated.

Cylinders will be marked or stenciled to identify contents.

Compressed breathing air will meet OSHA and/or MSHA specifications for breathing air quality.

Compressed breathing air cylinders will have their contents verified at the job site for correct oxygen concentration.

Oil and oily rags will be kept away from oxygen equipment.

Cylinders will have current hydrostatic tests.

Compressed air for cleaning and drying operations will never exceed 30-psi.

Compressed air will not be used to blow dust or dirt, etc., from personal and attire.

*Reference: Compressed Gas Association, Inc.  
29 CFR, 1926.803, Compressed Air*

### 4.2 ELECTRICAL SAFETY

Contractor employees performing electrical work will have current CPR certification.

Contractor employees must satisfactorily complete the WIPP Lockout/Tagout requirements before performing work on a system that has been locked out. The noncurrent-carrying metal parts of fixed, portable, or plug-connected equipment will be grounded. Power tools and appliances protected by an approved system of double insulation need not be grounded.

Inspection and testing of extension cords and tools will be conducted as defined in OSHA 29 CFR 1926.404(b).

Power tools and extension cords will be inspected, and tested through the WIPP assured grounding program.

Work done in wet or outdoor environments will require ground fault circuit interrupters (GFCIs).

#### **4.2.1 EXTENSION CORDS**

- Extension cords will be round, hard-service, three-wire 12 AWG or larger, the conductor will be of sufficient size for the ampacity of the equipment being energized.
- The cords will not be fastened with staples or extend across an aisle or walkway.
- Worn or frayed cords will not be used.
- Cords will not be run through doorways where the door could cut or damage them.
- Vehicles are not permitted to run over extension cords or power conductors.
- Bulbs on temporary lights will be guarded to prevent accidental contact. Temporary lights will not be suspended by their electrical cords unless designed for this use.
- Receptacles for attachment plugs will be of the approved type. Where different voltages, frequencies, or currents are supplied, receptacles will be designed so that attachment plugs are not interchangeable.

*Reference: 29 CFR 1926, Subpart K – Electrical  
29 CFR 1910, Subpart S – Electrical*

### 4.3 EXCAVATIONS AND TRENCHES

Before any excavation work begins, the appropriate permits will be obtained.

All excavation work will be performed as defined in the contractor's approved JHA or work instructions.

All soil is classified as Type C. All excavation must meet the Type C sloping requirement of 1 ½ to 1, or approved engineered shoring when trench is deeper than 4'11".

*Reference: 29 CFR 1926, Subpart P – Excavations*

### 4.4 FLOOR/WALL OPENINGS

Floor openings will be guarded by substantial barriers, railings, and/or covering materials strong enough to sustain twice the maximum anticipated load of pedestrian or vehicular traffic. Floor hole covers will have a sign reading **"WARNING—FLOOR HOLE."** The cover will be secured and will extend adequately beyond the edge of the hole.

Floor areas elevated more than 4 feet must be provided with standard guardrails. Toeboards will also be provided when there is a possibility of falling objects striking personnel below.

*Reference: 29 CFR 1910, Subpart D – Walking Work Surfaces*

### 4.5 LADDERS

Contractors will have a ladder training and inspection program as defined in 29 CFR 1926, Subpart X, or will attend the WIPP Site approved ladder training before persons are allowed to use or work from ladders or scaffolds.

Ladders must not be placed in the travel path of a door unless the door is locked or guarded.

Metal ladders will not be used for electrical work.

When work on a ladder exceeds 6 feet, the ladder must be tied-off to the structure. If tie-off is not feasible, another employee must hold the ladder when in use.

*Reference: 29 CFR 1926, Subpart X – Stairways and Ladders*

### 4.6 SCAFFOLDS



Scaffolds, whether fabricated on site, purchased, or rented, will conform to the specifications found in 29 CFR 1926, Subpart L – Safety Requirements for Scaffolding.

All employees shall receive scaffold training before being allowed to work from any scaffolding.

Rolling scaffolds will maintain a four-to-one height-to-base ratio.

The footing or anchorage for a scaffold will be sound, rigid, and capable of supporting the maximum intended load without setting or displacement.

No scaffold will be erected, moved, dismantled, or altered except under the direct supervision of a competent person(s).

Manufacturer's instructions for the scaffolding will be available at the work site.

**Scaffolding work, including erection, will be conducted as defined by the contractor's approved JHA or work instructions.**

*Reference: 29 CFR 1926, Subpart L – Scaffolding*

#### **4.7 OVERHEAD WORK**

No overhead work will be performed when there is a possibility of a falling object striking another person.

#### **4.8 TOOLS**

Hand and power tools will be kept in safe operating condition.

Mushroom heads on cold chisels, star drills, etc., shall not be used.

Damaged tools will be removed from service and tagged with a **“CAUTION-DEFECTIVE – DO NOT USE”**.

Non-sparking tools will be used in areas where flammable materials are handled or where sparks could create an explosion.

*Reference: 29 CFR 1926, Subpart I – Tools; Hand and Power  
29 CFR 1910, Subpart P – Hand and Portable Power Tools*

#### **4.9 POWDER/AIR-ACTUATED TOOLS**

Contractor employees will have a valid qualification card in their possession when operating a powder-actuated tool.

All manufacturers' instructions concerning service, inspection, and operation will be available and followed

- Tools and powder loads will be stored in a safe place when not in use.
- Post appropriate warning signs for ear, face, or eye protection.
- A loaded powder-actuated tool will never be left unattended.
- Misfired cartridges will be segregated from fired cartridges and disposed of per manufacturer's recommendations.
- Fired cartridges will be disposed of properly and not allowed to accumulate on the floor or in the work area.

Tethers (Whip-Checks) will be used on compressed air line, and couplings with an inside diameter greater than ½ inch.

Compressed air lines will be free of defects such as cracks, kinks, and frays.

*Reference: Manufacturers' Recommendations  
29CFR 1926, Subpart I – Tools, Hand and Power*

#### **4.10 STABILITY CONTROL**

Two employees are required to carry material that is bulky, heavy, awkward or longer than 10 feet.

When working on heights, secure tools and equipment.

Secure or tie down all light and large-surface-area material that might be moved by high wind.

#### **4.11 FALL PROTECTION**

This section sets forth the requirements for training, pre-job briefings, inspections, storage, and the planning aspects of a fall protection system.

Contractor managers/supervisors will complete a written certification record showing the name and signature of the employee, date(s) of the training, signature and name of the competent person performing the training. Retraining will be performed when the competent person believes that the employee's knowledge is inadequate or there is a change in the fall protection system or requirements.

Fall protection training programs will train the employee in the procedures to be followed to minimize these hazards. The employee will be taught to:

- Recognize fall hazards

- Understand when fall protection is required
- Understand what actions are required to determine structural integrity of the working surface
- Recognize when overhead protection is required, including barrier requirements for upper and lower levels
- Perform the inspection of the fall protection equipment and system
- Use fall protection equipment
- Identify attachment points and tie-off configurations
- Understand limitation of the fall protection system
- Handle and store personal fall protection equipment

#### **4.11.1 PRE-JOB BRIEFING**

A pre-job briefing will be conducted by the competent person(s) before each event where personal fall protection equipment is used. At a minimum, the pre-job briefing will include the following information:

- Review of personal fall protection inspection criteria
- The nature of the fall hazard in the work area
- Method of access/egress, and the associated precautions
- Location of attachment points for each employee
- Proper installation of barriers to control the area above and below the work area, including overhead protection.

#### **4.11.2 INSPECTION AND STORAGE OF PERSONAL FALL PROTECTION EQUIPMENT**

Fall arrest devices (i.e., body harnesses, lanyards, and SALA blocks) will be controlled by the contractor, cognizant manager/supervisor, or designated competent person. Duties will include:

- Proper storage
- Inspection and retirement

- Maintenance of inspection records

**NOTE**

***Safety belts will not be used for fall protection.***

*Reference: 29CFR 1926, Subpart M*

**4.12 HEAVY EQUIPMENT**

Roll over protection will be used when conditions or regulations mandate.

Contractor personnel will not be permitted to use hoists or powered equipment belonging to WIPP unless approved by the WEC representative and obtain site operator qualification.

Each crane operator will have a current New Mexico State Hoisting Operators License or equivalent.

A competent person must be identified to supervise erecting, moving, and dismantling of any crane.

**Heavy equipment operators and riggers will have** a signed statement from their supervisor stating that training has been provided for the specific type of equipment being operated.

The equipment operation manual shall be followed at all times. **Inspection and training guidelines and requirements for wheel mounted cranes, fork lift trucks, aerial work platforms (scissor lift), and other heavy equipment will be inspected and approved by WIPP IS&H. These requirements must be met before work on site.**

*Reference: CFR 1926, Subpart N – Cranes, Hoists, Elevators, and Conveyors*

**4.13 CHEMICALS/SOLVENTS AND PAINTS**

Containers of chemicals must be labeled to identify contents. Labels must identify manufacturer, product name, and appropriate hazard warnings.

Chemicals containing cyanide, phenols, mercury, cadmium, chromates, lead, or rare earths will not be used except with the written permission from IS&H.

MSDS will be submitted for approval to the IS&H for all chemicals/hazardous materials before being brought on-site. Material Safety Data Sheets will be maintained by the contractor after review and approval by IS&H.

Personal Protective Equipment (PPE) required on the MSDS must be referenced in the contractors JHA and work instructions.

Incompatible chemicals are not to be stored together.

Adequate ventilation must be maintained at all times when paints or solvents are used. Flammables and solvents will not be stored or used near welding operations.

Flammable solvents and materials must be used with extreme caution when possible sources of ignition are present.

When flammable or combustible liquids are stored inside buildings, the storage cabinets must be approved for such use. If an approved cabinet is not available, all flammable and combustible liquids must be removed from the building to an approved area.

**Flammable liquids must be dispensed from safety cans with flash arresters.** The safety can must have a Factory Mutual or Underwriters' Laboratories approval. These containers must be clearly identified as to their contents and with hazard warning labels.

It is Westinghouse Policy not to use known or suspected carcinogens.

*Reference: 29 CFR 1910, Subpart H – Hazardous Materials  
29 CFR 1910, Subpart N – Materials Handling and Storage  
29 CFR 1910, Subpart I – Personal Protective Equipment*

#### **4.14 RELEASE OF POLLUTANTS**

The contractor is prohibited from discharging any hazardous substances into onsite drains (sanitary or storm) without specific, prior approval. All waste and excess materials must be removed from the WIPP Site upon completion of the job.

*Reference: 29CFR 1910, Subpart G – Occupational Health and Environmental Control  
29CFR 1910, Subpart J – General Environmental Controls*

#### **4.15 CONFINED SPACE ENTRY**

Confined space entry may include storage tanks, bins, sewers, in-ground vaults, vessels, tunnels, manholes, pits, etc. These enclosures, because of inadequate ventilation and/or the introduction of hazardous gasses and vapors, may present conditions that could produce asphyxiation or injury.

Each contractor employee working in a permit-required confined space must successfully complete the WIPP Site confined space training programs.

Before entering any confined space, the contractor must obtain authorization from IS&H.

#### **4.16 HEARING CONSERVATION**

Subcontractors working at the site are required to meet all applicable federal requirements for hearing conservation. In addition, subcontractors will comply with ACGIH noise exposure limits.

Locations where noise may be excessive at the site are placarded with caution signs designating the nature of the hazard and necessary controls. If a noise exposure is in question, IS&H can be contacted for assistance.

## **5.0 SECURITY RULES AND GUIDELINES**

### **5.1 INTRODUCTION**

As a DOE facility, the WIPP Site has security regulations that are to be followed while working on site.

The WIPP Security Department is operational at all times. The mission of Security is to provide access control, visitor control, and property control for the WIPP Site. WIPP contractors will comply with the following procedures and requirements.

### **5.2 PROHIBITED ARTICLES**

On DOE facilities the following items are prohibited:

- Illegal Drugs
- Firearms
- Ammunition
- Explosives
- Alcohol
- Dangerous Weapons
- Incendiary Devices

### **5.3 SEARCH AND SEIZURE**

When entering the DOE facility, all personnel subject themselves to search. This is a consent search by right of entry. Personnel must submit their hand-carried packages for search and allow vehicles to be searched upon request when working at the WIPP Site.

### **5.4 ACCESS CONTROL**

Only personnel with the proper badges, and vehicles with the correct access tags are allowed within the fenced area.

### **5.5 BADGES**

All personnel entering the WIPP Site are required to wear a badge. Normally, badges are requested and issued through the Security Office. Personnel requiring access must provide their full name, social security number, and verification of U.S. citizenship before any badges will be issued. Upon entering the WIPP Security Area, all personnel must present their issued badge to the Security Officer so it may be physically inspected.

On weekends, holidays, and backshifts, employees entering the site are required to sign in on an irregular hours roster. This roster is used to contact personnel in the event of emergencies and to maintain accountability.

## **5.6 FENCES**

Security fencing will not be moved, modified or taken down without prior authorization from Security. Also, a 20-foot clear zone will be maintained around the fence. Before placing materials within the 20-foot clear zone, security will be contacted.

## **5.7 EMERGENCY PROCEDURES**

Security can be contacted at 234-8324. All emergency calls should be made to the CMR at 234-8111. Emergency response personnel will be contacted.

## **5.8 EVACUATION**

The possibility of a site emergency requiring an evacuation is unlikely. However, when an evacuation is required, employees will be notified by telephone or by the site public address system. The west parking lot has been designated as the main staging area for all site personnel. Contractors should report to an appointed supervisor, who will be at the staging area.

## **5.9 PROPERTY CONTROL**

The WIPP policy requires a property pass signed by a WIPP supervisor for equipment leaving the WIPP Site. Blank forms are available from Property Management or Department Administrator.

Losses of material, equipment, or any abnormal events will be reported to WIPP Security. Security also maintains lost and found items.



## **6.0 MATERIAL HANDLING, STORAGE, AND DISPOSAL**

### **6.1 MATERIAL HANDLING**

#### **6.1.1 MECHANICAL HANDLING**

- The weight and center of gravity of the object will be determined before handling.
- Capacity of the handling device (crane, fork lift, chain fall, etc.) will not be exceeded.
- Rigging from the forks without an approved attachment is prohibited.

### **6.2 OPEN YARD STORAGE**

#### **6.2.1 COMBUSTIBLE MATERIALS**

Combustible materials shall be stacked securely, and stacks or piles shall not exceed 16 feet in height. No combustible material shall be stored within 10 feet of a building or structure.

#### **6.2.2 ACCESS**

Driveways between and around combustible storage piles shall be at least 15 feet wide and shall be maintained free from accumulations of material or rubbish. Driveways in open-yard, combustible material storage areas shall be planned with a maximum grid system unit of 50 by 150 feet.

#### **6.2.3 POWER LINES**

Materials shall not be stored under overhead power lines without prior approval of the WID.

#### **6.2.4 SLING HOISTING**

Bagged material, lumber, bricks, masonry blocks, and similar unsecured-type materials shall not be hoisted by slings unless secured against falling by straps, sideboards, nets, or other suitable devices that fully secure the load.

### **6.2.5 TAGLINES**

Taglines shall be used for controlling loads when hoisting materials. Exceptions to this requirement can be granted by the IS&H when it is shown by the contractor that use of taglines creates undue hazards.

## **6.3 INDOOR STORAGE**

### **6.3.1 GENERAL**

Materials shall be stored in a planned and orderly manner, so as not to endanger the safety of employees. Stacks, tiers, and piles shall be stable and stacked to facilitate safe handling and loading. Storage of hazardous materials shall be in accordance with the requirements contained in the MSDS.

### **6.3.2 ACCESS**

Materials shall not be placed or stored so as to interfere with access ways, doorways, or hoist ways. Accumulations of scrap or materials shall not be permitted to obstruct access to fire extinguishers, fire hose reels, electrical panels, fire panels, sprinkler heads, exits, etc. Aisle width shall be adequate to accommodate the fire fighting equipment.

### **6.3.4 BUILDINGS UNDER CONSTRUCTION**

Materials stored inside buildings under construction shall not be placed within 6 feet of any hoist way or inside floor openings, nor within 10 feet of an exterior wall which does not extend above the top of the material stored.

## **6.4 LUMBER**

### **6.4.1 STABILITY**

Lumber shall be stacked on level and solidly supported sills in a manner that the stacks are stable and self-supporting.

### **6.4.2 HEIGHT**

Lumber piles shall not exceed 6 feet in height.

## **6.5 BRICKS AND MASONRY BLOCKS**

### **6.5.1 STABILITY**

Brick and masonry blocks shall be stacked on level and solid surfaces.

### **6.5.2 BRICK**

Brick stacks shall not exceed 7 feet in height. When a loose brick stack reaches a height of 4 feet, it shall be stepped back at least 2 inches in every foot of height above the 4-foot level. Unitized brick shall not be stacked more than three units in height.

### **6.5.3 MASONRY BLOCKS**

Masonry blocks stacked higher than 6 feet shall be stepped back one-half block per tier above the 6-foot level.

## **6.6 CEMENT AND LIME**

### **6.6.1 BULK CEMENT AND LIME**

Workmen handling bulk cement or lime shall wear protective gloves, clothing, respirators, and goggles. They shall be provided with washing facilities, hand cream, petroleum jelly, or similar preparations for protection from dermatitis.

### **6.6.2 STACKING**

Unless laterally supported, sacked cement and lime shall not be stacked over 10 bags high without stepping back the layers and cross-keying the bags. Bags shall be removed uniformly from the top of the stacks to avoid tipping of the stacks.

### **6.6.3 LIME**

Unstacked lime shall be stored in a dry area, and due to fire hazard shall be separated from other materials.

**6.7 REINFORCING, SHEET, AND STRUCTURAL STEEL****6.7.1 STACKING**

Steel shall be safely stacked to prevent sliding, rolling, spreading, or falling.

**6.8 PIPE, CONDUIT, AND CYLINDRICAL MATERIAL****6.8.1 STACKING**

Pipe, conduit bar stock, and other cylindrical materials, unless placed in racks, shall be stacked on a firm, level surface and shall be blocked to prevent spreading, rolling, or falling; either a pyramided or battened stack shall be used. Battened stacks shall be stepped back at least one unit per tier and securely chocked on both sides of the stack.

**6.8.2 REMOVAL**

Removal of pipe or conduit from a stack shall be done from the ends of the pipe or conduit.

**6.8.3 UNLOADING**

Unloading from a carrier shall be done in such a manner that no person shall be exposed to the unsecured load.

**6.8.4 PROTECTION OF PUBLIC**

In areas accessible to the public, the contractor shall use chocks or other equivalent method to prevent pipe or conduit section from rolling.

## **6.9 SAND, GRAVEL, AND CRUSHED STONE**

### **6.9.1 STOCKPILES**

Stockpiles shall be located so as to provide safe access for withdrawing material. Overhanging of material or vertical faces shall not be permitted.

### **6.9.2 BINS AND PARTITIONS**

Material stored against walls or partitions shall not be stored in an amount which will endanger the stability of the wall or partition.

*Reference: CFR29, 1926 Subpart H, Materials Handling, Storage, Use, and Disposal*

## 7.0 CONTRACTOR/SUB-CONTRACTOR TRAINING

Contractor/sub-contract employees are responsible for completing all assigned pertinent training. Employees will meet the established criteria for achieving and maintaining qualification.

Contractor/sub-contractor personnel will meet the qualification requirements for the job function to be performed prior to active involvement in facility activities.

Contractor/sub-contractor personnel, including those who perform specialized activities, will meet the qualification requirements for the job function to be performed and will be considered adequately qualified with proper documentation. Documentation will include at least one of the following:

- Satisfactory result of an audit of subcontractor records that relate to qualification of subcontractor personnel
- Previous verification (within two years) of the ability of the subcontractor employee to perform assigned tasks safely and efficiently
- Successful completion by the contractor/sub-contractor employee of those segments of the WIPP qualification program which are considered pertinent to the accomplishment of the task to be performed
- Contractors/sub-contractors shall comply with all of the learning requirements set forth in the contract special conditions

*Reference: CFR29, 1926.21 Subpart C, Safety Training and Education*

**WIPP EMERGENCY SIGNALS AND ACTIONS**

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**EMERGENCY NOTIFICATION**  
**8111 (CMR)**

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SIGNAL	MEANING	ACTION
Ringing Bell	Local Fire Alarm	<ol style="list-style-type: none"><li>1. Evacuate</li><li>2. Warn Others</li><li>3. Notify CMR</li><li>4. Follow instructions from your Office Warden</li></ol>
Yelp Tone	Site Evacuation	<ol style="list-style-type: none"><li>1. Report to your assembly area</li><li>2. Follow instructions from you Office Warden</li></ol>
Gong Sound	General Notification	<ol style="list-style-type: none"><li>1. This sound will be followed by a verbal message</li><li>2. Follow the instructions of the message</li></ol>